

LEADVILLE HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
January 14, 2014

COMMISSIONERS PRESENT: Judy Hinton (via Phone) Nicole Thompson Andy Wuenschel Victor Christian Kelly Stevens Will Hottle	ALSO PRESENT: Amanda Redd, Planning Official and Administrative Services Mgr. Harry Temple, Planning and Zoning Commissioner Joe Swyers, City Clerk (arrived at 6:30pm)
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The Historic Preservation Commission met in a regular public session in the Council Chambers of the City Hall.

- 1) Acting Chair Wuenschel called the meeting to order at 5:40pm. Roll call was taken. Chair Neilson is on extended leave until approximately March 2014.
- 2) Agenda revisions: there were no agenda revisions requested.
- 3) Approval of minutes from the December 10, 2014 meeting:
Commissioner Thompson moved to approve the minutes with the suggested changes, Commissioner Hottle seconded. The minutes were approved by the members present. The minutes will also be emailed to Dan Corson, The Intergovernmental Services Director at the Office of Archaeology and Historic Preservation, for the State of Colorado, as required for Certified Local Governments.
- 4) Harry Temple announced that the Fish Hatchery from 10:00am to 3:00pm, this coming Friday will host an open house.
- 5) Design Guidelines: Commissioner Hinton discussed approving the design guidelines. Ms. Redd suggested that we include the design guidelines into the City Council packet to review at their next meeting next Tuesday. In the meantime, we will work on drafting the ordinance. The City Council will need to approve the Design Guidelines and adopt it by ordinance. Any changes to this copy will need to be sent to Judy by this Friday. The COA and "Part 2" procedures will exist as separate documents, rather than be a part of the guidelines.
- 6) Ordinance changes: A discussion continued regarding changes to current ordinance to make the process easier as well as including some of the changes: significance of color, inclusion of artwork, and COA form. Amanda discussed the process of changing the ordinance, and whether it would make sense to include all of the changes at once in the ordinance. Commissioner Christian suggested that we each go through the ordinance and make a list of changes that need to be changed. Potentially, the HPC will present the requested ordinance changes to the City Council for the February 4th meeting. Amanda suggested that the artwork be addresses separately.
- 7) Commissioner Thompson moved that we vote to approve to deliver the Design Guidelines to the City Council, Commissioner Christian seconded the motion. Approval votes: Hottle, Thompson, Wuenschel, Hinton, Christian. There were not votes against.
- 8) Members of the HPC will make an effort to attend the City Council meeting on February 4, 2014.
- 9) Commissioner Hottle and Hinton will meet with Keith Krebs, for consultation on the certificate of appropriateness, at his home at 9:00am on Friday, January 17, 2014. Amanda will post the information for this meeting. This meeting may result in suggested changes to the COA.
- 10) Commissioner Thompson attended the Friends of Leadville Fish Hatchery, letters of support are requested to be sent to the Federal Government and local government leaders. Commissioner Thompson will draft a letter of support from the HPC . The HPC agreed that we support the letter. Commissioner Thompson will provide details.
- 11) Golden Burro sign: Commissioner Hinton found a grant that the owner write to submit. Commissioner Hinton and Stevens have offered to assist the property owners of the community.
- 12) CPI conference: Amanda will send an email a copy of the agenda for registration.

- 13) NACP membership: Commissioner Hottle will complete the application for membership. The cost will be \$50.00.
- 14) Commissioner Thompson: January 22, Club 20 community meeting that the EDC joined, Western Slope advocate, meets every 2 years. Coming to Leadville on this date for an update and input. CMC 701: 11:00am to 12:00pm. No fee. Please RSVP @ Shawna@club20.org.
- 15) Telluride heritage tourism article presented by Amanda, gave copies to all of us.
- 16) The next meeting of the HPC will take place on January 28, 2013 at 5:30pm at the City Hall.
- 17) The meeting adjourned at 6:55pm.

LEADVILLE HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
January 28, 2014

<p>COMMISSIONERS PRESENT:</p> <p>Judy Hinton Andy Wuenschel Victor Christian Kelly Stevens Will Hottle</p>	<p>ALSO PRESENT:</p> <p>Amanda Redd, Planning Official and Administrative Services Mgr. Joe Swyers, City Clerk</p>
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The Historic Preservation Commission met in a regular public session in the Council Chambers of the City Hall.

- 1) Acting Chair Hinton called the meeting to order at 5:35pm. Roll call was taken. Chair Neilson is on extended leave until approximately March 2014. Commissioner Thompson is excused.
- 2) Agenda revisions: there were no agenda revisions requested.
- 3) Approval of minutes from the January 14, 2014 meeting:
The minutes were approved by the members present. The minutes will also be emailed to Dan Corson, The Intergovernmental Services Director at the Office of Archaeology and Historic Preservation, for the State of Colorado, as required for Certified Local Governments.
- 4) Update for presentation for Design Guidelines. The Design Guidelines will be formally presented to the City Council in the meeting on February 4, 2014 at 6:30pm. The HPC commissioners will be present at the meeting to assist in the presentation. A future task for the HPC will be to finalize the residential design guidelines.
- 5) Leadville has been awarded a grant for \$8,500.00 for the purpose of having a survey of the historic district.
- 6) Municipal code: Commissioner Hottle discussed the inconsistencies within the current municipal code. 1 - The boundaries of the Historic District and some of the applicability and restrictions are inconsistent within different areas of the code; 2 - COA and procedures need to be re-worded. The current procedure for COA is a complicated process, and the HPC would like to simplify the process in approving future renovation projects for historic properties. Commissioner Hottle will rearrange the municipal code to include the COA, its procedures, and may rewrite sections of the municipal code. This will be discussed at the next meeting.
- 7) Ordinance proposed change: ASM Redd will discuss with the city attorney whether having the Design Guidelines "adopted by reference" in an ordinance change would be appropriate. This would simplify the process of adopting the design guidelines, and would save on the printing costs in the newspaper.
- 8) Commissioner Stevens provided an update regarding a potential grant for the Golden Burro for repairing the neon sign. The Golden Burro is applying for a grant, any matching money will be provided by the Golden Burro. The HPC is providing guidance for the grant writing process and submission of the grant.

- 10) The next meeting of the HPC will take place on February 11, at 5:30pm at the City Hall.
- 11) The meeting adjourned at 7:10pm.

CITY OF LEADVILLE
JOINT HISTORIC PRESERVATION AND PLANNING AND ZONING COMMISSIONS MEETING
Tuesday, February 11, 2014

Historic Preservation Commissioners <u>Present:</u> Judy Hinton (via phone) Joe Swyers Jaime Stuever Will Hottle Andy Wuenschel Kelly Stevens Nicole Thompson <u>Absent:</u> Victor Christian (excused)	Planning & Zoning Commissioners <u>Present:</u> Sarah Mudge Joe Swyers Jaime Stuever Julie Lundgren Greg Labbe Jaime Stuever Jason Nepp: commission applicant <u>Absent:</u> None	STAFF PRESENT: Amanda Redd, Planning Official and Administrative Services Manager Mike Leake, Police Chief Steve Hodges, Code Enforcement Officer
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The Historic Preservation and Planning and Zoning Commissions met in a joint public meeting in the Council Chambers of City Hall.

(5:35 p.m.) Planning and Zoning Chair Swyers called the meeting to order. Roll call was taken.

(5:36 p.m.) Agenda Revisions: None.

(5:35 p.m.) Minutes of HPC minutes of 28 January 2014

Commissioner Thompson moved to approve the minutes of the Historic Preservation Commission meeting held on January 28th, 2014. January 8th. Commissioner Stevens seconded. Commissioner Hottle questioned whether the design guidelines were ready for finalization. Commissioner Thompson withdrew her motion and Commissioner Stevens withdrew her second. Commissioner Thompson moved to accept the minutes for the regular meeting for the Leadville Historic Preservation Commission held on January 28th, 2014 with the changes to section 4 to remove "The next task" and replace it with "A future task". Commissioner Stevens seconded. Roll call: unanimous in favor of the motion.

(5:39 p.m.) Minutes of P&Z minutes of 22 January 2014

Commissioner Stuever moved to approve the January 22nd Planning & Zoning minutes. Commissioner Swyers seconded. Roll call: Commissioners Labbe and Lundgren abstained, Commissioners Mudge, Swyers, and Stuever voted yes. Of the four commissioners present at the last meeting, three voted to approve the minutes.

P&Z Chair Swyers advised members of both commissions that they can listen to the audio recording of meetings and then vote on minutes, they need not abstain because they were absent.

(5:41 p.m.) Discuss potential changes to Sign Code, especially in regards to Marijuana.

Mayor Stuever reported on his conversation with the city attorney; she advised that when it comes to content it is very touchy, that telling businesses what we want on signage puts in a very bad position.

Planning Official Redd passed out guidelines from other cities for artwork which do not go into content but do go into keeping the historic character, not to confuse the public about the historic significance of the building, and which address painting on directly on building surfaces.

Continued discussion and concerns included the following points:

- There is precedence for controlling content, and taking responsibility for some control.
- Initiating control of content when other existing businesses have not been subjected to the same controls.
- Important to keep the city away from litigation which is a hardship on the city.
- Comparison with prohibition of marijuana signs with taverns which are allowed beer signs.
- Restrictions on neon marijuana signs compared to no restrictions on neon open signs or beer signs.
- If neon marijuana leaf signs do not fit in historically, then what of other neon signs?
- We can clearly regulate sizes, locations, but such restrictions must be the same for all businesses in a zone.
- Present municipal code does not regulate displays inside a window: such as plants and paraphernalia.

- We could again prohibit neon signs except for those grandfathered in.
- Unless we treat everyone the same, we may have legal issues.
- Neon marijuana leaf signs are detrimental to city. The green medical marijuana cross is acceptable.
- Don't want signs which appeal to minors. Those restrictions are supported in state statute and could be defended where a business is on a route to a public school.
- Any restrictions, such as against a marijuana leaf, must be justified in writing by its appeal to minors.
- Statute restrictions are only for off premises signs, not for signs on the store, or in their store window.
- Sign verbiage could take advantage of selling other products, such as plumbing or kitchen items or hemp.
- Marijuana signage not advertising a specific business is not commercial speech. It could be fine art.
- How do you regulate "tasteful"? The pot leaf itself is offensive.
- Though sixty percent of the voters voted for legalizing marijuana, but did they vote for marijuana signs.
- People voted for recreational marijuana use in private residences out of the public eye.
- Signage for adult businesses was argued in court for many years before agreement on what is allowable.
- Both of the present marijuana business have resources to pursue legal actions regarding signage.
- Appeal to minors could be applied to Cloud City Compassionate Care because it is on the main drag and on the corner leading to a public school. That cannot be applied to Natures Spirits out of sight off the avenue.
- Be careful of being arbitrary and capricious, to restrict one business more than another.
- Conditional use permit for Natures Spirit restricted marijuana leaf and the words marijuana, pot or high whereas there are no such restrictions on Cloud City Compassionate Care at the gateway into town.
- Natures Spirits may have reason to request changing the sign restrictions of their conditional use permit.
- A community consensus, even if by a vote, was against the signs, it doesn't override the Constitution.
- Could work out an agreement with the existing two marijuana businesses to have acceptable signs, perhaps incorporating those guidelines into an ordinances.
- A negotiated compromise with present businesses may not be acceptable or applicable to a new business.
- A business should be able to present an identity, to identify what products they sell.
- A new business in the commercial zone would still have to meet "needs of the neighborhood" for a marijuana license even though it is a "use by right".
- Figure out what is best for the community. Include determining that in the comprehensive plan process, but new applications will be submitted in July and the present businesses are asking now for signage.
- Get the opinion of the city attorney and the city insurance company.
- Cost of drafting and redrafting ordinances in response to public comments will be thousands of dollars.
- City attorney will need details of what the city commissions or council want in order to draft an ordinance, what is acceptable to us. Draft ordinance provisions and take input before going further. Don't rush it.
- Combine language from Silverthorne, state of Colorado, and others to draft ordinance provisions.

Chair Swyers suggested motions in a two stage process: first on whether to direct staff to draft an ordinance, then second, what details to put in the ordinance because the second part would be much more convoluted. When an ordinance comes to second reading the public hearing and public input can be continued until details are drafted to reflect the public comments.

Commissioner Swyers moved to direct the city attorney to draft an ordinance regulating marijuana signage. Commissioner Stuever seconded. Chair Swyers said he would entertain a bunch of amendments to the motion to flesh out the details. After discussion of who to be on a committee to provide details, and the need to have staff compile the minutes, audio recording, and examples from other places Commissioner Swyers withdrew his motion and Commissioner Stuever withdrew his second.

Commissioner Stuever moved to direct staff to compile all the main portions of the discussion tonight in this joint meeting and communicate with the city attorney to create an ordinance regarding marijuana signage. Commissioner Swyers seconded. Discussion was to start with the Silverthorne ordinance as a foundation, then include the state language. Roll call: with the exception of Commissioner Hinton who had ceased her participation in the meeting, unanimous in favor by members of both Commissions.

Commissioner Stevens agreed to work with Planning Official Redd to compile the minutes and comments.

(7:15 p.m.) Membership recruitment.

Discussion included an announcement at comprehensive plan meetings. Need descriptions commissioner roles. Cartoon ad with one of the controversial proposals for economic development to stir up interest from those who want their voice heard. Persistent word of mouth and personal efforts are effective.

Commissioner Lundgren moved to send the two letters of interest for P&Z to city council to approve. Commissioner Mudge seconded. Roll call: unanimous to approve the motion.

(7:30 p.m.) Planning Official Redd reported on the upcoming Conditional Use Permit application meeting.

(7:40 p.m.) Commissioner Stevens gave update on guidelines presentation to City Council on February 4th and Planning Official Redd briefed the commissioners on the process, including adopting an ordinance. Planning Official Redd reported on a letter to property owners about the guidelines and grant opportunities.

(7:45 p.m.) Commissioner Hottle reported on Saving Places Denver seminars, the Denver municipal code and what is needed to change our municipal code to agree with our guidelines.

(7:48 p.m.) Next meeting date, time, location, and agenda items.
P&Z agenda will include sign code revisions until it resolved.
HPC agenda will include procedure for getting grants.

(7:50 p.m.) Commissioners Labbe and Stuever reported on Sayer McKee building work and options.

(7:55 p.m.) Planning Official Redd announced her resignation effective March 7, 2014.

(7:58 p.m.) The meeting was adjourned.

LEADVILLE HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
February 25, 2014

COMMISSIONERS		ALSO PRESENT: Amanda Redd, Planning Official and Administrative Services Mgr. Joe Swyers, Planning & Zoning Chair and City Clerk
PRESENT: Judy Hinton Andy Wuenschel Will Hottle Nicole Thompson	EXCUSED ABSENCE: Victor Christian Kelly Stevens	

The Historic Preservation Commission met in a regular public session in the Council Chambers of the City Hall.

- 18) Planning & Zoning chair Swyers introduced Terry Ryan who described his family's history here since the 1880s and his sixty years in Leadville and knowledge of Leadville history and many historical buildings and experience in historic preservation by working on or doing restoration of sixty-some local buildings in construction, woodworking and as an artist. He stressed his interest in the Historic Preservation Commission and desire to be involved.
- 19) Acting Chair Hinton called the meeting to order at 5:57. Roll call was taken.
- 20) Minutes from the February 11, 2014 meeting were not yet finished and will be ready for the next meeting.
- 21) Agenda revisions: there were no agenda revisions requested.
- 22) Update on code changes for Design Review process
Design guidelines can be adopted by reference within an ordinance. Goal is first reading on March 18th. The guidelines will have to be reviewed by the city attorney and, after adoption, available to the public.
- 23) Decide whether to pursue recommending changes to sign code.
Signs and artwork could be another section of the guidelines. Considerations discussed included.
 - Protection of the building and the underlying brick, wood or other surface. Attachments or paint.
 - Regulation of sign design and art. Perhaps not allowing any new artwork directly applied to walls.
 - New artwork to be subordinate to building, on removable materials, etc. as proposed by Commissioner Thompson who will forward the language to commissioners later.
 - Planning & Zoning Commissioners have said they do not want to deal with sign content.
 - HPC is not ready to make decisions regarding signs.
 - Sign review process would be burdensome if is first an application, then review by the HPC two weeks or more later, then the HPC recommendation considered by city council two or more weeks later than that.
 - Present municipal code exempts fine art, which does not have a commercial purpose or component.
 - Review to first be an pre-application to staff and an informal review by one or two HPC commissioners to determine if it is minor or major and thus warrants formal and full public review of the HPC.

- Concerns about every change having to go through a review process and about telling people what all they can do with their property.
 - Exactly what constitutes “insubstantial” change and what constitutes “substantial”.
 - Table this to the next meeting where this may be the only agenda item.
 - HPC does not want to regulate content of signs. HPC does not want to regulate marijuana differently.
 - Does HPC want to review the sign code for size, location, etc. within the historic landmark district.
- 24) Strengths/interests of commissioners to assign tasks accordingly.
Enable people to talk with commissioners depending on their need and the commissioners expertise.
- 25) Resources in community.
People we can ask questions of, or to refer people to for their expertise.
- 26) RFP for survey plan.
Commissioner Hinton will work on the Request for Proposal for the building survey.
- 27) Hiring someone to review the proposed design guidelines to save money spent on our city attorney.
- 28) The next meeting of the HPC will take place on March 11, at 5:30pm at the City Hall.
- 29) The meeting adjourned at 7:25 pm.

**LEADVILLE HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
April 8th, 2014**

<p style="text-align: center;">COMMISSIONERS</p> <p>PRESENT: Judy Hinton Andy Wuenschel (late arrived at 5:36 pm) Will Hottle (via Skype & phone) Nicole Thompson (late arrived at 5:52 pm) Victor Christian</p> <p style="text-align: center;">EXCUSED ABSENCE:</p>	<p>ALSO PRESENT: Sarah Dallas, Planning Official and Administrative Services Mgr. Joe Swyers, Planning & Zoning Chair and City Clerk</p>
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The Historic Preservation Commission met in a regular public session in the Council Chambers of the City Hall.

- 30) (5:30 p.m.) Acting Chair Hinton called the meeting to order at 5:30. Roll call: Judy Hinton, Andy Wuenschel, Will Hottle (Via Skype), Nicole Thompson, & Victor Christian all in attendance.
- 31) Minutes from the February 11, 2014 joint meeting with P& Z were postponed to see if other commissioners that attended would approve and vote on the minutes.
- 32) (5:33 p.m.) Agenda revisions: Commissioner Hinton asked to have the Design Guidelines portion of the agenda removed because the guidelines were already submitted to the lawyer. Commissioner Christian seconded. Roll call: unanimous to approve.
- 33) (5:36 p.m.) Update on Municipal code changes. Commissioners looked over the changes proposed at the March 11th meeting of the HPC. Commissioner Hottle had a few adjustments that he noticed that needed to be changed addressing grammatical errors. Additionally, he wanted to change the final line in item #1 to say “During the preliminary meeting the HPC will determine whether the proposed work is substantial or insubstantial in accordance with 17.44.040.” Also, wanted to strike line item #1 on the back page regarding the typical formal review process.
(5:52 p.m.) Commissioner Christian made a motion to adopt the proposed municipal code changes with the discussed amendments. Commissioner Hottle seconded. Discussion: Commissioner Wuenschel wanted to point out that the HPC discuss with the lawyer the portion of the Municipal code changes regarding the time limit specified on the applications, to be sure that adequate timelines are given on the application and in the code.
(5:54 p.m.) Roll call: unanimous yes.
- 34) Status of the Survey RFP. Commissioner Hinton explained that a survey with RFP will be unnecessary because a resolution has been crafted with the lawyer for the contract with Deon Wolfenbarger. Planning and Zoning

Commissioner Swyers said it would need to be submitted this week (preferably today or tomorrow) to get to City Council for the April 15th meeting.

(6:04 p.m.) Commissioner Hinton just wanted to make sure everything was finalized with the mayor and the lawyer before submitting to City Council for approval. Commissioner Judy Hinton made a motion to recommend the contract too city council to approve. Commissioner Christian seconded. Roll call: unanimous to approve.

- 35) (6:11 p.m.) Status of the Guidelines. Commissioner Hinton said the lawyer is working on the guidelines and should have them ready by May 5th so that the HPC can review and then vote and recommend to city council. Commissioner Thompson wanted to be sure that when they are received from the lawyer' that the HPC has adequate time to review before submitting to the city council. Once HPC has the guidelines approved then letters can be sent to both business owners and building owners. Discussion about getting the names from the Assessors office. Commissioner Thompson said she would discuss with Howard Tritz, and that she would have Tritz forward those names directly to her. City Clerk Swyers said that he has a list of business license holders for Leadville that does have information.
- 36) (6:15 p.m.)Status of HPC Agendas and Minutes online. Administrative Services Manager Sarah Dallas is working on updating the city website including the HPC section and uploading the minutes and agendas. Sarah Dallas said she will also contact Dan Corson and make sure the minutes and agendas are being sent directly to him.
- 37) Sign Code discussion. Commissioner Hinton was under the impression that HPC would be in charge of signs not P&Z. Swyers said that in order to have that changed HPC would have to indicate what they want to do regarding signs and would have to submit Municipal Code changes about the signs to city council. Discussion continued that Signs and artwork could be another section of the guidelines for HPC to consider. Additionally considerations discussed included:
- Waiting for the Comprehensive plan to address issues including the signs before working on the sign code.
 - Be involved with P&Z to be consistent with guidelines.
 - There is nothing in the sign code at this time addressing historical issues and HPC might want to be involved with this.
 - Planning & Zoning Commissioners have said they want a letter crafted to all business owners as a friendly reminder about the sign code and being courteous.
 - Commissioner Christian thought this was stepping over the bounds, and that the HPC should only be dealing with a historical sign, not new signs and not the content. He felt the other issues should be up to P & Z to deal with.
 - Sign review process would be burdensome if it's first an application, then review by the HPC two weeks or more later, then the HPC recommendation considered by city council two or more weeks later than that.
 - Does HPC want to review the sign code for size, location, etc. within the historic landmark district?
 - Also, what constitutes historic? Should the signs that have been left up but were not taken down (as they should've been according to the code) are they now "historic"?
- Commissioner Thompson would be willing to wait until the comp plan comes out before continuing the discussion about the sign code. Commissioner Thompson made a motion to table this discussion until the Comprehensive plan is finalized and a discussion with P&Z takes place. Hinton seconded. Roll call: unanimous to approve.
- 38) (6:30 p.m.) Status on Sayer McKee Bld. Commissioner Hinton wanted to know if anyone was aware of the status. Sarah Dallas gave brief update that all she is aware of is the demolition permits that they have obtained, nothing regarding construction for remodeling/fixing/new construction. Commissioner Hinton wanted to know if the HPC has any authority currently regarding the building guidelines for new construction. Commissioner Hinton is under the impression that HPC has the authority regarding guidelines through the secretary of interior guidelines (the CLG guidelines). Commissioner Hinton said we need to call Dan Corson to verify these issues. Others felt that the HPC would not have the authority because the guidelines have not yet been adopted by City Council. HPC needs to get this information, and have it clarified with what the HPC has the power to do or not do as of now.
- 39) (6:37 p.m.) By-law changes. Commissioner Hinton asked who would like to change HPC to once a month meeting. Discussion about what it would mean to go down to one meeting a month and if enough could be accomplished. If needed, HPC could have work sessions if issues come up that need addressed in between month

to month meetings. Hinton made a motion that HPC move to once a month meeting on the second Tuesday of the month and the 4th Tuesday of the month open as an optional work session or meeting. Commissioner Thompson seconded. Roll call: unanimous to approve.

- 40) (6:42 p.m.) Discussion about searching for HPC members and alternates. Commissioner Hinton wanted to know about advertizing outside of Lake County to search for qualified architects who would be interested. The commission requires two members to be in City Limits and have resided for at least one year. Commissioner Thompson said she would prefer that someone has architectural or construction working knowledge. The HPC should look for people with expertise. Discussion decided to wait on putting out an ad and just ask and think about people first.
- 41) Minutes from the February 11, 2014 joint meeting with P& Z. Commissioner Thompson moved to approve the minutes of the joint Historical Preservation Commission and Planning and Zoning Commission held on February 11, 2014. Commissioner Wuenschel seconded. Roll call: unanimous to approve.
- 42) Commissioner Reports: Commissioner Thompson invited the HPC to participate in the April 28th Downtown Colorado Inc. assessment regarding the City of Leadville. A letter with exact times will be sent out. A posting of the full meeting times will be given to City Clerk to post.
- 43) The next meeting of the HPC will take place on May 13th, at 5:30pm at the City Hall.
- 44) The meeting adjourned at 6:50 pm.

**LEADVILLE HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
May 13th, 2014**

<p style="text-align: center;">COMMISSIONERS</p> <p>PRESENT: Judy Hinton Andy Wuenschel Will Hottle (via phone conference) Nicole Thompson Victor Christian</p> <p style="text-align: center;">EXCUSED ABSENCE:</p>	<p>ALSO PRESENT: Sarah Dallas, Planning Official and Administrative Services Mgr. Joe Swyers, Planning & Zoning Chair and City Clerk Mike Canty City Council member in attendance</p>
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The Historic Preservation Commission met in a regular public session in the Council Chambers of the City Hall.

- 45) (5:36 p.m.) Acting Chair Hinton called the meeting to order at 5:36 p.m. Roll call: Judy Hinton, Andy Wuenschel, Will Hottle (Via Skype), Nicole Thompson, & Victor Christian all in attendance.
- 46) (5:38 p.m.) Agenda revisions: No agenda revisions.
- 47) Commissioner Hinton wanted to know if there was an official vote in the last meeting to hire an architect or seek an architect to become a commissioner for the HPC. Commissioner Hinton asked that Sarah Dallas look back to the minutes to show if there had been a vote and to make changes to the minutes to reflect the findings. Commissioner Wuenschel had some errors that he found and wanted to be amended. Sarah Dallas said she would make changes to reflect the changes.
- 48) (5:40 p.m.) Commissioner Thompson made a motion to approve the minutes from the April 8th, 2014 meeting with the approved changes. Commissioner Hinton seconded. Roll Call: Unanimous approval.
- 49) (5:46 p.m.) Update on HPC Guideline approval by the City Attorney. Commissioner Hinton reported her conversation with the City Attorney Linda Michow. She relayed that the attorney would like to see a completed packet of information including the COA (Certificate of Appropriateness) form, guidelines, and proposed municipal code changes in order to accurately craft a new ordinance to reflect the entire process appropriately.
- 50) (5:46 p.m.) Commissioner Hinton also asked everyone to note the corrections she has been making to the guidelines on pg. 28 of the guidelines and the updates in the page numbers within the index. Sarah Dallas was unable to scan the documents prior till the evenings meeting because of technical difficulties with the server.
 - This updates reflect the section on artwork guidelines. Commissioner Wuenschel was questioning what method of the artwork on the historic buildings, and what method would be the best for all these

buildings. Commissioner Wuenschel wanted to know what everyone's thoughts on the mural proposal for the Quincy building and what the status of that project was.

- Commissioner Wuenschel wants to know more about the artist and to know if this person might be able to come speak with HPC about murals and the methods to use for best practices of historic preservation.
- Sarah Dallas updated the HPC as to when the next public hearing regarding the Quincy building mural will go before City Council. Commissioner Wuenschel was concerned that he would have a conflict of interest to discuss the issue with City Council. There was clarification that Commissioner Wuenschel can go before City Council with the mural issue, but not as a HPC commissioner, but as an individual of the community. Sarah Dallas let HPC know what background the artist had with historic preservation and painting on brick. According to the presentation from Tina with Quincy's the artist has a background in Salida as a Historic Preservation commissioner in that city and a knowledgeable historic preservationist.
- Commissioner Wuenschel will look into attending that next City Council meeting. Commissioner Wuenschel also wanted to discuss painted brick buildings that have been done incorrectly and poorly and gave the building at on W 6th street as an example. Commissioner Wuenschel also wanted to know what and where the guidelines discuss neglect. Commissioner Hinton said it does and he should read through the, Commissioner Wuenschel says he has, but he can't remember that specific section of the guidelines.
- Commissioner Hinton asked if the HPC was ready to approve the guidelines. Commissioner Thompson said that once we adopt the guidelines the HPC can always go back through to make changes and amendments, but until some form of guidelines are adopted no changes or enforcement of guidelines can be made within the community.

51) (5:55 p.m.) Commissioner Thompson made a motion to approve the guidelines as presented. Commissioner Christian seconded. Roll Call: Unanimous approval.

52) (6:00 p.m.) Certificate of Appropriateness form (COA) discussion regarding what to include and have on the City of Leadville's form. Commissioner Hinton presented the HPC with a COA form from the Tulsa, OK, COA form. Commissioner Hinton asked that Sarah Dallas send out the Tulsa OK COA form. Sarah Dallas let HPC know that Tim Stroh from the Downtown Colorado Inc. and History Colorado architect is going to look at the form and make his recommendations about the form to our HPC. Sarah Dallas will email HPC with his recommendations to discuss at the next meeting.

- Sarah Dallas recommended making the form easy and streamlined as recommended by Tim Stroh to make sure that it is not too complicated. Sarah Dallas said it will get more complex and once the plans are submitted.
- Commissioner Hinton said HPC needs to write out the procedures in order to move forward and this COA has to be part of the process. Commissioner Wuenschel needed clarification of why this was necessary.
- Commissioner Christian suggested that all types of substantial/insubstantial components be on one form as I, II, & III.
- Commissioner Hinton said that the insubstantial and substantial component is confusing according to the City Lawyer.
- Commissioner Thompson asked that Sarah Dallas ask Tim Stroh if the component about insubstantial/substantial portion of the procedure & guidelines is confusing or if it is appropriate.
- HPC will wait to hear from Tim Stroh regarding the COA form suggestions and then will come to the next meeting to discuss.

53) (6:17 p.m.) Grant procedures and the upcoming History Colorado meeting coming up June 4th from 10:00 am-12:00 p.m.

- This is a Wednesday and HPC should clarify what the meeting is about and then advertise accordingly with posters and announcements in the local paper. This is for History Colorado historic project grant opportunities for next summer apply in October of this year.
- Judy will contact the paper and get posters to the HPC to advertise once the clarification has been made.
- Commissioner Thompson wanted asked that the HPC stay away from recommending anyone to write grants or writing grants for individuals. Instead just defer to information and contact lists only.

- 54) (6:18 p.m.) Next meeting to be in two weeks on 5/27/14 because of the necessity.
- 55) (6:20 p.m.) Discussion about new commissioners and the letter of interest from Neil Reynolds as a HPC Commissioner. He is on the City Council for 5/20/14 to be appointed by the Mayor. HPC Commissioners wanted to know who makes the appointments and if they speak to the HPC directly prior to the apt. City Clerk Joe Swyers explained that it is the Mayor to make the appointment and anyone can apply and be appointed if there is an opening. HPC would like to seek architectural and construction background to be on HPC to bring that necessary expertise.
- Sarah Dallas updated HPC on those potentially interested and emails sent out to inquire for new commissioners.
 - Joe Swyers let the HPC know that as a commission they can hire out or contract out expertise on issues that require necessary expertise.
 - Sarah Dallas read the code regarding the terms and HPC appointments for clarification to the HPC as to the process and how new commissioners get appointed.
- 56) (6:25 p.m.) Commissioner Reports: Commissioner Thompson will get a hold of Howard Tritz to get business owners list and property owners to send out a letter on the guideline and process being adopted by the HPC.
- Commissioner Hinton would like feedback on the COA forms and input for the next meeting.
 - Sarah Dallas let the HPC know that History Colorado wants this HPC to get training from them, go to the July 11th meeting in Denver, and go on field-trips to other HPC commissions within the State to see and get training/learning of what HPC do. Sarah Dallas will also email DCI pdf document to HPC to see recommendations.
 - Commissioner Wuenschel brought up the sidewalk issue between 9th & 10th & Harrison sections.
- 13) (6:39 p.m.) Meeting Adjourned at 6:39 p.m.

LEADVILLE HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
May 27th, 2014

COMMISSIONERS		ALSO PRESENT:
PRESENT:	EXCUSED ABSENCE:	Sarah Dallas, Planning Official and Administrative Services Mgr. Cameron Millard Planning & Zoning Commissioner
Judy Hinton	Will Hottle	
Andy Wuenschel	Nicole Thompson	
Victor Christian		

The Historic Preservation Commission met in a regular public session in the Council Chambers of the City Hall.

- 57) (5:35p.m.) Acting Chair Hinton called the meeting to order at 5:35 p.m. Roll call: Judy Hinton, Andy Wuenschel, & Victor Christian all in attendance. Excused absence Nicole Thompson & Will Hottle. Still a quorum present because three of the current five commissioners were in attendance.
- 58) (5:37 p.m.) Agenda revisions: No agenda revisions.
- 59) (5:40 p.m.) Commissioner Hinton made a motion to wait on approval of the 5/13/14 minutes until next meeting for more time to review them. Commissioner Christian seconded. Roll Call: Unanimous approval.
- 60) (5:42 p.m.) No Public Comments
- 61) (5:46 p.m.) Update on Deon Wolfenbarger visit to Leadville. Deon recommended that the Design Guidelines be adopted as a resolution, and not an ordinance. This way the Guidelines can have more flexibility and can be amended as necessary by the HPC. Commissioner Hinton had only a few changes which she was working on sending to the lawyer to then draft into a resolution for next week's City Council meeting. Commissioner Hinton asked that if it were to be on the Agenda of the 6/3/14 City Council that HPC commissioners participate in presenting the guidelines before City Council.
- 62) (5:55 p.m.) Commissioner's conversation about the Certificate of Appropriateness form. The copies that Commissioner Hinton had asked to be emailed were, though several of the newest COA forms had only been received earlier in the day.

- Commissioner Hinton thought that the HPC should adopt not only a COA application form, but also a pre-application form as suggested and recommend by Tim Stroh with History Colorado. Commissioner Christian still felt that the COA form could be one form with 3 sections that graduate into levels of insubstantial to substantial. Commissioner Wuenschel said there was already a COA form with the City. Sarah Dallas said she was unaware of a COA form that was current with the City in the Administrative office. Commissioner Wuenschel said he would come up with a copy and bring it to her office.
- Commissioners continued to discuss what would be appropriate to be on the form and some ideas about how the application process would work. It was determined that all commissioners should look in more detail at the COA forms presented and come to the next meeting ready to adopt some COA form. Sarah Dallas reminded the commissioners that they could adopt a COA and always make revisions if necessary.
- Commissioner Christian said he would work on the COA form for next meeting and Commissioner Hinton said she would work on the pre-application COA form.

63) (6:30 p.m.) HPC discussed the Quincy Mural. Commissioner Wuenschel expressed his disappointment with City Council on having already closed the public comments part of the hearing at the 5/6/14 meeting. He felt he could not make recommendations to Council about the Secretary of Interiors Standards and question the painting of the mural directly on the brick. The mural was approved by City Council.

- Commissioner Hinton said this is why the Design Guidelines and a COA form had to be adopted quickly. Commissioner Wuenschel questioned why the mural had not first gone to HPC to pre-approve before recommending to City Council. Sarah Dallas explained there is not a current working process or application and that the sign code says that the murals must be approved by City Council.
- Commissioner Hinton said this is one part of the code that will need to be updated once Design Guidelines are in place, a COA form is adopted, and the ordinance changes are given to the lawyer and then City Council.

Conversation continued about how to work with Planning and Zoning and also make amendments to be sure that a procedure is in place to approve all murals in the future.

64) (6:40p.m.) Grant meeting with History Colorado is scheduled for 6/4/2014 from 10am-12:00 p.m. Commissioners distributed posters amongst themselves to post around town and spread awareness. Commissioner Hinton had given the meeting to the newspaper but felt it had been a small ad and not easy to find. It was discussed that this meeting was to clarify questions with individuals seeking to place their grant applications in October of 2014 for a spring 2015 project.

65) (6:50 p.m.) Discussion about new commissioners. Sarah Dallas updated the commissioners that Neil Reynolds had pulled his letter of interest to become a commissioner prior to the 5/20/14 City Council meeting. Sarah Dallas didn't know why the letter had been removed by Mr. Reynolds. Commissioners will need to continue looking for 2 open seats on the commission. It was again mentioned that hopefully someone with expertise in architecture, history, and preferably historic preservation would become the next commissioner.

13) (6:35 p.m.) Meeting Adjourned at 6:55 p.m.

LEADVILLE HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
June 10th, 2014

COMMISSIONERS		ALSO PRESENT:
PRESENT:	EXCUSED ABSENCE:	Sarah Dallas, Planning Official and Administrative Services Mgr.
Judy Hinton	Will Hottle	Joe Swyers Planning & Zoning Chair
Nicole Thompson		Greg Labbe, City Council
Andy Wuenschel		Jamie Stuever, Leadville Mayor
Victor Christian		Mike Canty, City Council
		Mary Bender, public member interest in joining the HPC

The Historic Preservation Commission met in a regular public session in the Council Chambers of the City Hall.

66) (5:36p.m.) Acting Chair Hinton called the meeting to order at 5:36 p.m. Roll call: Judy Hinton, Nicole Thompson, Andy Wuenschel, & Victor Christian all in attendance. Excused absence Will Hottle.

67) (5:37 p.m.) Agenda revisions: No agenda revisions.

68) (5:40 p.m.) Commissioner Thompson made a motion to approve the minutes from the 5/13/2014 meeting. Commissioner Hinton seconded. Roll Call: Unanimous yes.

69) (5:42 p.m.) No Public Comments

70) (5:43 p.m.) Unfinished Business: Discussion with members from City Council regarding the proposed Design Guidelines.

- Council member Labbe wanted to get clarification if the CLG was a voluntary program and if the design guidelines would be voluntary. In his research he felt that it appears the design guidelines will not be voluntary.
- Commissioner Wuenschel said that the code and the ordinance are the only components that are enforceable. The design guidelines are what will be used for criteria and evaluation, but are not permanent and enforceable.
- Council member Labbe asked if someone comes to the HPC with a proposal and architectural plans, is the HPC an advisory panel and have the capacity to do so?
- Commissioner Hinton responded that currently the HPC needs expertise in this area to approve plans. She noted that most cities have a trained professional staff member that can receive the application and make recommendation to the HPC for approval or disapproval. Commissioner Hinton also noted that this HPC might need to hire an outside professional to review the incoming plans. Commissioner Hinton then said it should be City Council who then has final approval.
- Council member Labbe asked what rights do the property owners have?
- Commissioner Wuenschel said that only the properties on the historic inventory are enforceable and this is voluntary to be on the inventory.
- Council member Labbe asked if all the buildings facing Harrison Ave are inclusive on the inventory or not? Also can there be an option out in the retail core of Harrison Ave? He continued to say his real concern is that we would be a burden to business and property owners with the design guidelines. He mentioned the issues with the IBC building code from 2006 already being a challenge for business and property owners on Harrison Ave as an example.
- Commissioner Wuenschel sees the burden as an upside because the design guidelines will help architects designing proposals with ideas of what the HPC would like to see happen.
- Commissioner Hinton said this is why the HPC needs expertise on the proposals.
- Mayor Stuever said that expertise comes with an added expense and that is an issue.
- Planning and Zoning Chair Swyers asked if someone comes to the HPC with a proposal can the HPC disapprove and make a final decision.
- Commissioner Christian said the HPC is just advisory and can say no but then it could go to City Council.

- Planning and Zoning Chair Swyers said that means it is not voluntary if there is a final action of yes or no. Also Planning and Zoning Chair Swyers said that there will need to be clarification of the boundaries of the design guidelines.
- Mayor Stuever agreed saying clarification of the addresses from the 300-900 areas on Harrison Ave and who is included or excluded from the inventory list and design guidelines is important.
- Commissioner Wuenschel said the adopting the design guidelines is significant because it is necessary to have it align with the current code that addresses these design guidelines and the fact that we are a CLG makes it a requirement.
- Commissioner Christian said that the municipal code changes can happen after the City Council adopts a resolution for the design guidelines as a guide and step for the HPC.
- Council member Labbe said that council should consider supporting the design guidelines if the process is lined out for council to have final approval. He mentioned it was a “consistent step.” Then then left at 6:27 p.m.
- Commissioner Thompson said that the issue of enforcement is always going to be an issue. Can people opt out? These are issues that have to be answered and she suggested strongly that training with History Colorado has to happen.
- Sarah Dallas said she would contact Patrick Eidman to set up a meeting with History Colorado and the HPC/City Council.
- Council member Canty asked if a copy of the design guidelines in the draft form can be made available.
- Planning and Zoning Chair Swyers asked if Commissioner Hinton can send the document to him as a word doc or pdf to send it out and make available to the public.
- Commissioner Hinton said she would ask the city attorney.

71) (6:50 p.m.) Council member Canty and Mayor Stuever left the meeting.

72) (6:51 p.m.) Commissioner Hinton made a motion to move the COA discussion at future meetings, once the Design Guidelines get adopted as a resolution by City Council. Commissioner Christian seconded. Roll Call: Unanimous yes.

- Commissioner Wuenschel asked how long it is going to take until the HPC adopts and drafts a new COA form. He continued to discuss the option of adopting an old or generic COA form to be consistent with the current code. This will have something in place for Sarah Dallas to have people fill out for issues like murals that come up.

8) (6:59 p.m.) Commissioner Wuenschel moved that the HPC use the old COA forms found in Sarah’s office as the general forms, until new COA forms can be created. Commissioner Christian seconded.

- Discussion: Commissioner Thompson asked if the fee would still be at \$125.00.
- Planning & Zoning Chair Swyers suggested a more simple form for now, much like the business license form.
- Sarah Dallas had emailed a copy of the old COA form to all of the commissioners and will send it out again in reference to the form that Commissioner Wuenschel is referring to.

9) (7:09 p.m.) Roll Call: Unanimous yes.

10) (7:10 p.m.) Sarah Dallas will email Patrick Eidman for a training session. Commissioner Christian will attend the 7/11 training with History Colorado in Denver.

11) (7:12 p.m.) Commissioner Hinton Adjourned the meeting at 7:12 p.m.

LEADVILLE HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES- DRAFT
July 8th, 2014

COMMISSIONERS		ALSO PRESENT:
PRESENT: Judy Hinton	EXCUSED ABSENCE: Will Hottle, Nicole Thompson	Sarah Dallas, Planning Official and Administrative Services Mgr.
Mary Bender (5:56 p.m.) Victor Christian Andy Wuenschel		

The Historic Preservation Commission met in a regular public session in the Council Chambers of the City Hall.

- 73) (5:30p.m.) Chair Hinton called the meeting to order at 5:30 p.m. Roll call: Judy Hinton, Mary Bender (not present for roll call showed up at 5:56 p.m.) & Andy Wuenschel in attendance. Excused absence: Victor Christian, Will Hottle, & Nicole Thompson.
- 74) (5:32 p.m.) Agenda revisions: No agenda revisions.
- 75) (5:35 p.m.) Approval of Minutes will wait until next meeting where a Quorum is present.
- 76) (5:38 p.m.) No Public Comments
- 77) (5:39 p.m.) Unfinished Business: Questions from City Council regarding the proposed Design Guidelines.
- Commissioner Judy Hinton wanted Planning & Zoning Official Dallas to share any comments, questions, or concerns that City Council might have sent her way regarding the design guidelines. Planning & Zoning Official Dallas reported that there had not been any questions brought to her attention.
 - Commissioner Hinton mentioned she would like help composing her thoughts and points prior to the 7/22/14 joint meeting in a document that could be emailed to City Council.
 - Commissioner Hinton explained that the passing of the design guidelines will help the CLG & HPC promote the next round of tax credits for the 2016-2019 years.
 - Commissioner Hinton stated that the design guidelines must be passed in order to keep the CLG status.
 - Planning & Zoning Official Dallas said she could send out the bullet points that Commissioner Hinton sends her in a detailed email to City Council.
 - Commissioner Wuenschel agreed that it would have been better to receive direct questions from City Council, but sending along information might be helpful prior to the 7/22/14 meeting.
- 78) (5:56 p.m.) Commissioner Bender arrived.
- 79) (6:00 p.m.) New Business: Commissioner Hinton asked Commissioner Bender to introduce herself to the HPC.
- Commissioner Bender explained she has been in Leadville for 32 years. Raised her children here.
 - She has been a student at CMC in the Historic Preservation courses, she is one class away from a degree; unfortunately CMC is not offering that class anymore.
 - Commissioner Bender has been very active at the Healy House and is passionate about historic preservation and thrilled to be on the commission.
 - Commissioner Bender is willing to take over minutes for the HPC after a few meetings.
- 8) (6:10 p.m.) Commissioner Reports: Commissioner Wuenschel updated his knowledge regarding the Moose Lodge building. Planning & Zoning Official Dallas confirmed the owner's intent to have the building demolished this year.
- 9) (6:13 p.m.) Training at History Colorado 7/11/14: Commissioner Bender is attending, Commissioner Hinton may attend, and Commissioner Wuenschel will look into his schedule. Planning & Zoning Official Dallas said that Commissioner Christian had already confirmed his attendance.
- 10) (6:15 p.m.) Commissioner Hinton Adjourned the meeting at 6:15 p.m.

CITY OF LEADVILLE
HISTORIC PRESERVATION COMMISSION, PLANNING AND ZONING COMMISSION AND CITY COUNCIL
JOINT MEETING AND PUBLIC HEARING- Draft

City Council Members <u>Present:</u> Luke Finken Greg Labbe Gwen Shepherd (6:05 pm) Mike Canty <u>Absent:</u> Jaime Stuever, Cooper Mallozzi, Max Duarte	Planning & Zoning Commissioners <u>Present:</u> Joe Swyers Sarah Mudge Julie Lundgren Cameron Millard <u>Absent:</u> Jaime Stuever Jason Nepp, Jim Anderson	Historic Preservation Commissioners <u>Present:</u> Mary Bender Judy Hinton Victor Christian Nicole Thompson Peggy Matthews *Kat Neilson (Via phone) to listen in. <u>Absent:</u> Andy Wuenschel, Will Hottle	STAFF PRESENT: Sarah Dallas, Planning Official and Administrative Services Manager <u>Other:</u> Patrick Eidman with History Colorado, Elizabeth Blackwell with History Colorado, Tim Strogh with DOLA, & Deon Wolfenberger contracted surveyor with Three Gables
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Tuesday, July 22, 2014

The Historic Preservation Commission met in a regular public session in the Council Chambers of the City Hall.

80) (5:35p.m.) Historic Preservation Chair Hinton called the meeting to order at 5:35 p.m. Roll call: Judy Hinton, Mary Bender, Victor Christian, Nicole Thompson, Peggy Matthews in attendance. Excused absence: Andy Wuenschel, Will Hottle. City Council Roll call: Mike Canty, Luke, Finken, Greg Labbe, Gwen Shepard (6:05p.m.) in attendance. Absent: Mayor Stuever, Max Duarte, and Cooper Mallozzi. Planning & Zoning Roll call: Julie Lundgren, Cameron Millard, Sarah Mudge, Joe Swyers in attendance. Absent: Jim Anderson, Jason Nepp, and Jamie Stuever.

81) (5:36 p.m.) Agenda revisions: No agenda revisions.

82) (5:36 p.m.) No Public Comments

83) (5:36 p.m.) Unfinished Business: None

84) (5:38 p.m.) New Business: HPC Commissioner Hinton wanted to update the joint commissions regarding the closure of the Tabor Opera House at the end of August 2014.

- HPC Commissioner Hinton would like the HPC to create a proclamation for City Council to read and adopt at the next City Council meeting officially making August Tabor Opera House month.
- HPC Commissioner Hinton would also like the last few concerts to be sold out, she hopes the proclamation will help with this. She asked for other ideas to give appreciation to Sharon Bland and her family for their 60 years of operation.
- Planning & Zoning official Dallas reminded the commissioners and council about the keys to the city that the high school shop class had created.
- HPC Commissioner Hinton would like an official thanks to be on the last concert event scheduled for 8/23/14 with participation from the commissioners and council on that night.
- HPC Commissioner Bender will work on crafting the wording for the proclamation and get to Sarah Dallas before 7/31/14.

6) (5:42 p.m.) HPC Commissioner Hinton gave the floor to Patrick Eidman from History Colorado to begin the Q&A session with the commissioners regarding the proposed design guidelines.

- Patrick Eidman started out by thanking the commissioners for having him and introduced Elizabeth Blackwell, Tim Strogh, and Deon Wolfenberger. He then said this was a technical outreach and History Colorado is excited the City of Leadville became a CLG.
- Patrick Eidman said the CLG is already taking advantage of grant opportunities with the survey plan grant that was awarded this year to the Leadville CLG through the HPC commission.
- Patrick Eidman first begin saying what is required of a CLG which are following: Must enact and enforce a local ordinance that provides a legal framework for a preservation program, CLG must have a commission with a minimum of 5 members that have a demonstrated interest, the commission must meet at least 4 times per year with access to the minutes of those meetings, the commission must attend a state approved

educational training event each year, must maintain a system for a survey and inventory of historic properties, and a CLG must participate in the process of nominating local properties to the National Register of Historic Places.

- Patrick Eidman said the proposed design guidelines are not necessary to be a CLG or keep the CLG status but are a really great tool for the HPC commission and CLG.
- Patrick Eidman said that the design guidelines should reflect local values of Leadville. HPC Commissioner Hinton asked if there is no adoption of design guidelines then what would be best. Patrick Eidman replied that the Certificate of Appropriateness forms (COA) or applications for demolition, and following of the city ordinance is the minimum requirement, which the City of Leadville has in place.
- HPC Commissioner Hinton said that the HPC has been trying to get new COA forms together, Patrick Eidman said that HPC should be using COA forms.
- Patrick Eidman then discussed that the intent should be a collaborative effort for rehabilitation over a full restoration of the properties. He mentioned this is because the process is large and the expense.
- Elizabeth Blackwell encouraged the HPC to have public meetings while creating the design guidelines. She noted it is important to hear their concerns because they have to buy into why it is important and worth pursuit. She said to think of the design guidelines as an end product to share with the community. This product needs to be unique to Leadville, because each community is unique.

(6:11 p.m.) Council Member Labbe wanted to know how long the formal review process will be. He said that 90 days is too lengthy. He said the design guidelines and review process of the COA forms needs to not be burdensome. Wanted to know at what cost to historic preservation or community should participate.

- Planning & Zoning Commissioner Lundgren said that maybe the community lost Sayer McKee because we weren't concerned with historic preservation as much as we should have been.
- Deon Wolfenberger said that the COA forms have to be able to indicate minor and major work. If the proposed project is minor then a staff approval would be appropriate and the process would not be burdensome, in regards to time.
- Planning & Zoning Commissioner Lundgren wanted to know if the Planning & Zoning commission would also need to review the projects since the Historic District is in the Planning & Zoning zones.
- Planning & Zoning official Dallas explained that the COA process would operate much like the joint commission hearing of CUP process, except it would be HPC making their recommendations to City Council. City Council would then make the final decision. P&Z commission would be involved if it was a joint hearing for one applicant looking to get a CUP and a COA, which could happen.

(6:15 p.m.) Planning & Zoning Commissioner Swyers brought up the issue of murals and artwork. He wanted to know if the HPC will be looking at just how the process is done, in accordance with the secretary of interior standards, or if the HPC will also be looking at the designs, or the aesthetics.

- Patrick Eidman replied that this is where local values come into play. This is where the HPC design guidelines will have to reflect the values of the community.
- Elizabeth Blackwell agreed and said that design guidelines in a community can go beyond the secretary of interior standard, if that is what the community wants and are the values of the historic district community.
- Patrick Eidman said that History Colorado is here for the Leadville CLG to be a resource and help with developing this process.
- Conversation went back and forth regarding getting the COA and approval process in motion to be in compliance with current code.
- Planning & Zoning official Dallas explained that HPC has been working on changes to the code and the COA process. When they wanted to send these changes to the City Attorney they were told to give the entire changed package to the City Attorney to make sure it is all in alignment.
- HPC Commissioner Matthews explained work she had done for building of new homes in the area. The idea was to build new homes and looked compatible to the historic district and how she gave design binder to the clients with suggestions. HPC Commissioner Matthews said it was helpful to point her clients, she wondered if a similar binder could be created to give out that would show ideas, and suggestions to potential applicants and those wanting a baseline of ideas.
- Tim Strogh said the community needs to look at the patterns of Leadville. He said Leadville's two story buildings are completely unique than any other town. It doesn't mean that you can't bring in other looks and

ideas from other communities, but Leadville should want to look at what is Leadville and mimic and echo that look.

(6:25 p.m.) P&Z Commissioner Lundgren wanted to know if there was help financially to existing property/building owners because it is so difficult just to bring them up to IBC code. She asked what is available.

- Patrick Eidman said that Leadville is in a good place because of the upcoming changes to the Colorado tax credit opportunities. He said an applicant might be able to get up to 45-50% credit to do this preservation work.
- Council Member Labbe asked for tax credit clarification.
- Patrick Eidman said that the current CO State maxes out to \$50,000 of tax credit benefits to property owners and they can take it all in one year. The state tax credit is not particularly high, so many opt to use it over many years. In 2016 it changes from \$50,000 to one million dollars. The new program is fully transferable so there will be a process that the owner will receive a certificate and have the ability to sell the credits, maybe even up to .90 on the dollar.
- There are even banks in place that will lend to an individual getting these tax credits. Non-profits can also use these tax credits and sell them on the market. Federal preservation tax credits there is no cap. The Fed tax credits are not as fully transferable, but we can get into a more lengthy conversation later. Stacking of these tax credits could enable an individual to receive up to 45% of a projects cost in tax credits.
- The first year will have 5 million dollars available at the state level starting in 2016.
- Tim Strogh said that the CLG will be doing educational outreach but also, the Leadville CLG is responsible for land marking. By land marking locally as CLG, Tim Strogh said the CLG/HPC is making those properties eligible for the tax credit and it is a much easier process then a state or national historic registry process. The HPC can help the building owner with those tax credits which should be exciting.
- Council Member Labbe asked for the complete list of the Leadville CLG inventory. We have the list and he has a copy.

(6:35 p.m.) HPC Commissioner Thompson wanted to recap the role of the HPC to clarify and have Patrick Eidman confirm. The role is to pass projects for appropriateness, help individuals become aware of the CLG, help get properties onto the CLG inventory, and provide educational opportunities.

(6:40 p.m.) Public Comment: “Are local business allowed to be involved in the process to better help the community achieve the HPC design ideas and the CLG vision?”

- Patrick Eidman said he loves this questions, that trade training and folks interested in specific types of specialized contractors to help in the process is very important. He said History Colorado is working with DOLA and trying to create a good base program of these trainings to expand what can be given as far as training to specific trades and help with that component.
- Tim Strogh said that is a task of CLG is to provide education to the community. The other side is to ask around and get into those resources. There is help out there just ask those questions.
- Patrick Eidman said that they love a CLG that wants to set up trainings for window restoration, or real estate trainings and do a two day education. He does not like seeing CLG commissions being just preservation police, but doing educational workshops and trainings is a better CLG and outreach community. Greely just won a big award.

(6:50 p.m.) Council Member Labbe would like to wrap up this conversation and asked City Council to vocalize their thoughts regarding the design guidelines and what has been presented.

- Mayor Pro Tem Finken said that the design guidelines seem to be a little too strict, there are a few issues but he would like HPC to bring it back to City Council. He likes that it is an educational tool and not strict guidelines and rules but the ordinance is. These were great points to be brought up. Would like to see more positive outlooks and educational components of the HPC and CLG.
- P&Z Commissioner Mudge wanted to know if the suggestion to have public input with the community while creating the design guideline is the suggestion.
- Elizabeth Blackwell encourages this idea.
- Council Member Labbe would really encourage conversation with the public. He brought up recent issues at the county that show how volatile politically it can be if public is not encouraged to participate.
- Patrick Eidman would add having a skilled facilitator that is well educated that could help the conversation.

- Council member Labbe said he thinks that the design guidelines are close but he has one more question, “What role will City Council play in this process? Is city council not the back stop?”
- HPC Commissioner Hinton said yes, City Council is the last stop.
- Council Member Canty agreed with Labbe and Finken and would like to see the design guidelines being passed but some changes still need to be made.
- Elizabeth Blackwell recommend going after a grant in the fall to get a trained professional to help wrap up the guidelines and the process to take the pressure off of the HPC.
- Council Member Shepherd thinks these design guidelines are too big and she is scared to pass them at this point, she would like to see more public involvement before they come back to City Council.

7) (7:15 p.m.) Commissioner Hinton Adjourned the meeting at 7:15 p.m.